

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**D.C. Department of Human Resources**

**District Personnel Manual Issuance System**

**DPM Bulletin No. 12-236**

This bulletin should be filed behind  
the divider for Part III of DPM  
Chapter (s) **12**

**SUBJECT:** Schedules of Legal Public Holidays  
for Calendar Years **2008** and **2009**

**Date:** October 23, 2007

**1. Scope**

The purpose of this bulletin is to provide the holiday schedules for Calendar Year 2008 and Calendar Year 2009.

**2. Authority**

Section 1202 of the District of Columbia Government Comprehensive Merit Personnel Act of 1978, effective March 3, 1979 (D.C. Law 2-139; D.C. Official Code § 1-612.02) (2006 Repl.).

**3. Responsibilities**

Department and agency heads, or their designated representatives, are responsible for ensuring that employees in their respective agencies are informed of the provisions of this bulletin.

**4. Provisions**

- a. The legal public holidays for calendar years **2008** and **2009** for District government employees whose basic workweek is Monday through Friday are as follows:

CALENDAR YEAR 2008 HOLIDAYS	
New Year's Day, <b>Tuesday</b> , January 1, 2008	
Dr. Martin Luther King, <b>Monday</b> , January 21, 2008	
Washington's Birthday, <b>Monday</b> , February 18, 2008	
D.C. Emancipation Day, <b>Wednesday</b> , April 16, 2008	
Memorial Day, <b>Monday</b> , May 26, 2008	
Independence Day, <b>Friday</b> , July 4, 2008	
Labor Day, <b>Monday</b> , September 1, 2008	
Columbus Day, <b>Monday</b> , October 13, 2008	
Veterans Day, <b>Tuesday</b> , November 11, 2008	
Thanksgiving Day, <b>Thursday</b> , November 27, 2008	
Christmas Day, <b>Thursday</b> , December 25, 2008	

*Note: DPM Bulletins that are strictly procedural in nature have direct applicability only to agencies and employees under the personnel authority of the Mayor. Other personnel authorities or independent agencies may adopt any or all of these procedures or guidance materials for agencies and employees under their respective jurisdictions. [See DPM Chapter 2, Part II, Subpart I, § 1.3.]*

**Inquiries:** Policy and Planning Administration, DCHR (202) 442 - 9644

**Distribution:** Heads of Departments and Agencies, HR Advisors and DPM Subscribers

**Bulletin Expires:** December 31, 2009

CALENDAR YEAR 2009 HOLIDAYS	
New Year's Day, <b>Thursday</b> , January 1, 2009	
Dr. Martin Luther King, <b>Monday</b> , January 19, 2009	
*Inauguration Day, Tuesday, January 20, 2009	
Washington's Birthday <b>Monday</b> , February, 16, 2009	
D.C. Emancipation Day, <b>Thursday</b> , April 16, 2009	
Memorial Day, <b>Monday</b> , May 25, 2009	
**Independence Day, <b>Friday</b> , July 3, 2009	
Labor Day, <b>Monday</b> , September 7, 2009	
Columbus Day, <b>Monday</b> , October 12, 2009	
Veterans Day, <b>Wednesday</b> , November 11, 2009	
Thanksgiving Day, <b>Thursday</b> , November 26, 2009	
Christmas Day, <b>Friday</b> , December 25, 2009	

\* **Note:** Inauguration Day falls on Tuesday, January 20, 2009, and is a legal public holiday for the purpose of pay and leave for employees scheduled to work on that day. There is no "in-lieu of" day when Inauguration Day falls on an employee's nonworkday of a workweek which is not Monday through Friday.

\*\***Note:** The legal public holiday is Saturday, July 4, 2009. By law, when the holiday falls on a Saturday, it is observed on the Friday preceding the holiday.

- b. Department and agency heads (or their designees) are responsible for ensuring that employees in their respective agencies are informed of the provisions of this bulletin.
- c. In addition to the above legal public holidays, the Mayor (or his or her designee) may specify other days or portions of a day as nonworkdays.
- d. All employees are entitled to legal public holidays or "in-lieu-of" days as the established holidays, with the exception of:
  - (1) Temporary wage employees (those paid on an hourly rate) with appointments limited to less than ninety (90) days, or who have not been employed for a continuous period of ninety (90) days under one (1) or more appointments without a break in service;
  - (2) Employees (including Excepted Service Experts and Consultants) who do not have a regularly scheduled tour of duty; and
  - (3) Employees paid by stipend.
- e. Effect of Leave Status:
  - (1) An employee on leave with pay for a period that includes a holiday is not charged leave for the holiday.
  - (2) An employee in a nonpay status (FMLA, LWOP, AWOL, suspension, etc.) the last hour of a regular tour of duty immediately before a holiday and the first hour



immediately after the holiday, is not entitled to pay for that holiday unless the employee works on the holiday. In addition, an employee scheduled for "approved" nonpay status on a holiday is not entitled to pay for that holiday.

- f. Determining Holidays (except for employees of the Firefighting Division of the Fire and Emergency Medical Services Department):
  - (1) Whenever a holiday falls on a workday in the basic workweek of Monday through Friday, the workday is a holiday.
  - (2) Whenever a holiday falls on a nonworkday of the basic Monday through Friday workweek, the holiday is the Monday following a legal holiday occurring on Sunday, or is the Friday immediately preceding a legal holiday occurring on a Saturday.
  - (3) When a holiday falls on a nonworkday of a workweek which is not Monday through Friday, the **In-Lieu-of Schedules** attached to this bulletin is to be used to determine the holiday.
  - (4) For a part-time employee, whenever a holiday or a day designated as a holiday falls on the employee's regularly scheduled workday that is the holiday for that employee. No in-lieu-of day is authorized for a part-time employee if a holiday falls on that employee's nonworkday.
  - (5) When a holiday falls on a nonworkday of a basic workweek which includes six days, the holiday is the day immediately preceding the legal holiday.
- g. The day to be treated as a holiday for an employee (including one in a 24-hour facility) who is regularly scheduled to work on days other than Monday through Friday and whose days off are **not listed on the In-Lieu-of Schedules**, or for a employee of the Firefighting Division of the Fire and Emergency Medical Services Department is determined as follows:
  - (1) When a holiday falls on a workday in a basic workweek of the employee, that day is the holiday for the employee.
  - (2) When a holiday falls on a nonworkday, the first scheduled workday following that nonworkday is considered the legal holiday.
- h. Clarification of Entitlement to Holiday Pay for all Employees:
 

An employee who is scheduled to work on a holiday and does not receive an in-lieu-of day will be paid holiday pay for that day. Holiday pay will be paid only for work actually performed for a maximum of eight (8) hours. Any work performed over eight (8) hours will be compensated at applicable overtime rates.

## 5. **In-Lieu-of Schedules**

The in-lieu-of schedules contained in the attachments to this bulletin are

applicable to all covered employees, except employees covered by paragraph 4 (f) above and, in some instances, uniformed members of the Metropolitan Police Department. The schedules are to be used only for employees whose workweek is other than Monday through Friday and when the employees' regularly scheduled day off falls on the legal public holiday.

  
Brender L. Gregory  
Director

Attachments: Schedules of "In-Lieu-of" Days for Holiday, Pay and Leave Purposes for Calendar Year 2008 and Calendar Year 2009



## SCHEDULE OF "IN-LIEU-OF" DAYS FOR HOLIDAY, PAY AND LEAVE PURPOSES FOR CALENDAR YEAR 2008

<b><u>MONDAY HOLIDAYS</u></b> <b><u>(2008)</u></b>	<b>DR. MARTIN LUTHER KING, JR'S BIRTHDAY</b>	<b>MONDAY, JANUARY 21, 2008</b>
	<b>WASHINGTON'S BIRTHDAY</b>	<b>MONDAY, FEBRUARY 18, 2008</b>
	<b>MEMORIAL DAY</b>	<b>MONDAY, MAY 26, 2008</b>
	<b>LABOR DAY</b>	<b>MONDAY, SEPTEMBER 1, 2008</b>
	<b>COLUMBUS DAY</b>	<b>MONDAY, OCTOBER 13, 2008</b>

The following days are to be considered holidays for employees whose regularly scheduled day off falls on the above Monday holidays:

<b>DAYS OFF</b>	<b>HOLIDAY</b>	<b>DR. MLK, JR'S BIRTHDAY</b>	<b>WASHINGTON'S BIRTHDAY</b>	<b>MEMORIAL DAY</b>	<b>LABOR DAY</b>
Sunday and Monday	Saturday	January 19, 2008	February 16, 2008	May 24, 2008	August 30, 2008
Monday and Tuesday	Sunday	January 20, 2008	February 17, 2008	May 25, 2008	August 31, 2008
Monday and Wednesday	Sunday	January 20, 2008	February 17, 2008	May 25, 2008	August 31, 2008
Monday and Thursday	Sunday	January 20, 2008	February 17, 2008	May 25, 2008	August 31, 2008
Monday and Friday	Sunday	January 20, 2008	February 17, 2008	May 25, 2008	August 31, 2008
Monday and Saturday	Sunday	January 20, 2008	February 17, 2008	May 25, 2008	August 31, 2008

<b>DAYS OFF</b>	<b>HOLIDAY</b>	<b>COLUMBUS DAY</b>
Sunday and Monday	Saturday	October 11, 2008
Monday and Tuesday	Sunday	October 12, 2008
Monday and Wednesday	Sunday	October 12, 2008
Monday and Thursday	Sunday	October 12, 2008
Monday and Friday	Sunday	October 12, 2008
Monday and Saturday	Sunday	October 12, 2008

Monday will be the holiday for employees who are regularly scheduled to work Monday through Friday.

<b><u>TUESDAY HOLIDAYS</u></b> <b><u>(2008)</u></b>	<b>NEW YEAR'S DAY</b>	<b>TUESDAY, JANUARY 1, 2008</b>
	<b>VETERANS DAY</b>	<b>TUESDAY, NOVEMBER 11, 2008</b>

The following days are to be considered holidays for those employees whose regularly scheduled day off falls on the above Tuesday holidays:



DAYS OFF	HOLIDAY	NEW YEAR'S DAY	VETERANS DAY
Sunday and Tuesday	Monday	December 31, 2007	November 10, 2008
Monday and Tuesday	Wednesday	January 2, 2008	November 12, 2008
Tuesday and Wednesday	Monday	December 31, 2007	November 10, 2008
Tuesday and Thursday	Monday	December 31, 2007	November 10, 2008
Tuesday and Friday	Monday	December 31, 2007	November 10, 2008
Tuesday and Saturday	Monday	December 31, 2007	November 10, 2008

Tuesday will be the holiday for employees who are regularly scheduled to work Monday through Friday.

<b><u>WEDNESDAY HOLIDAY</u></b> (2008)	D.C. EMANCIPATION DAY	WEDNESDAY, APRIL 16, 2008
---	-----------------------	---------------------------

The following days are to be considered holidays for those employees whose regularly scheduled day off falls on the above Wednesday holiday:

DAYS OFF	HOLIDAY	D.C. EMANCIPATION DAY
Sunday and Wednesday	Tuesday	April 15, 2008
Monday and Wednesday	Thursday	April 17, 2008
Tuesday and Wednesday	Thursday	April 17, 2008
Wednesday and Thursday	Tuesday	April 15, 2008
Wednesday and Friday	Tuesday	April 15, 2008
Wednesday and Saturday	Tuesday	April 15, 2008

Wednesday will be the holiday for employees who are regularly scheduled to work Monday through Friday.

<b><u>THURSDAY HOLIDAYS</u></b> (2008)	THANKSGIVING DAY	THURSDAY, NOVEMBER 27, 2008
	CHRISTMAS DAY	THURSDAY, DECEMBER 25, 2008

The following days are to be considered holidays for those employees whose regularly scheduled day off falls on the above Thursday holidays:

DAYS OFF	HOLIDAY	THANKSGIVING DAY	CHRISTMAS DAY
Sunday and Thursday	Wednesday	November 26, 2008	December 24, 2008
Monday and Thursday	Friday	November 28, 2008	December 26, 2008
Tuesday and Thursday	Friday	November 28, 2008	December 26, 2008
Wednesday and Thursday	Friday	November 28, 2008	December 26, 2008
Thursday and Friday	Wednesday	November 26, 2008	December 24, 2008
Thursday and Saturday	Wednesday	November 26, 2008	December 24, 2008

Thursday will be the holiday for employees who are regularly scheduled to work Monday through Friday.

<b><u>FRIDAY HOLIDAY</u></b> <b>(2008)</b>	<b>INDEPENDENCE DAY</b>	<b>FRIDAY, JULY 4, 2008</b>
---	-------------------------	-----------------------------

The following days are to be considered holidays for employees whose regularly scheduled day off falls on the above Friday holiday:

<b>DAYS OFF</b>	<b>HOLIDAY</b>	<b>Independence Day</b>
<b>Sunday and Friday</b>	<b>Thursday</b>	<b>July 3, 2008</b>
<b>Monday and Friday</b>	<b>Saturday</b>	<b>July 5, 2008</b>
<b>Tuesday and Friday</b>	<b>Saturday</b>	<b>July 5, 2008</b>
<b>Wednesday and Friday</b>	<b>Saturday</b>	<b>July 5, 2008</b>
<b>Thursday and Friday</b>	<b>Saturday</b>	<b>July 5, 2008</b>
<b>Friday and Saturday</b>	<b>Thursday</b>	<b>July 3, 2008</b>

Friday will be the holiday for employees who are regularly scheduled to work Monday through Friday.



**SCHEDULE OF “IN-LIEU-OF” DAYS FOR HOLIDAY, PAY  
AND LEAVE PURPOSES FOR CALENDAR YEAR 2009**

<b>MONDAY HOLIDAYS (2009)</b>	<b>DR. MARTIN LUTHER KING, JR.'S BIRTHDAY</b>	<b>MONDAY, JANUARY 19, 2009</b>
	<b>WASHINGTON'S BIRTHDAY</b>	<b>MONDAY, FEBRUARY 16, 2009</b>
	<b>MEMORIAL DAY</b>	<b>MONDAY, MAY 25, 2009</b>
	<b>LABOR DAY</b>	<b>MONDAY, SEPTEMBER 7, 2009</b>
	<b>COLUMBUS DAY</b>	<b>MONDAY, OCTOBER 12, 2009</b>

The following days are to be considered holidays for employees whose regularly scheduled day off falls on the above Monday holidays:

<b>DAYS OFF</b>	<b>HOLIDAY</b>	<b>DR. MLK, JR'S BIRTHDAY</b>	<b>WASHINGTON'S BIRTHDAY</b>	<b>MEMORIAL DAY</b>
Sunday and Monday	Saturday	January 17, 2009	February 14, 2009	May 23, 2009
Monday and Tuesday	Sunday	January 18, 2009	February 15, 2009	May 24, 2009
Monday and Wednesday	Sunday	January 18, 2009	February 15, 2009	May 24, 2009
Monday and Thursday	Sunday	January 18, 2009	February 15, 2009	May 24, 2009
Monday and Friday	Sunday	January 18, 2009	February 15, 2009	May 24, 2009
Monday and Saturday	Sunday	January 18, 2009	February 15, 2009	May 24, 2009

<b>DAYS OFF</b>	<b>HOLIDAY</b>	<b>LABOR DAY</b>	<b>COLUMBUS DAY</b>
Sunday and Monday	Saturday	September 5, 2009	October 10, 2009
Monday and Tuesday	Sunday	September 6, 2009	October 11, 2009
Monday and Wednesday	Sunday	September 6, 2009	October 11, 2009
Monday and Thursday	Sunday	September 6, 2009	October 11, 2009
Monday and Friday	Sunday	September 6, 2009	October 11, 2009
Monday and Saturday	Sunday	September 6, 2009	October 11, 2009

Monday will be the holiday for employees who are regularly scheduled to work Monday through Friday.

<b>WEDNESDAY HOLIDAY (2009)</b>	<b>VETERANS DAY</b>	<b>WEDNESDAY, NOV. 11, 2009</b>
-------------------------------------	---------------------	---------------------------------

The following days are to be considered holidays for employees whose regularly scheduled day off falls on the above Wednesday holiday:



DAYS OFF	HOLIDAY	VETERANS DAY
Sunday and Wednesday	Tuesday	November 10, 2009
Monday and Wednesday	Thursday	November 12, 2009
Tuesday and Wednesday	Thursday	November 12, 2009
Wednesday and Thursday	Tuesday	November 10, 2009
Wednesday and Friday	Tuesday	November 10, 2009
Wednesday and Saturday	Tuesday	November 10, 2009

Wednesday will be the holiday for employees who are regularly scheduled to work Monday through Friday.

<b>THURSDAY HOLIDAYS (2009)</b>	NEW YEAR'S DAY	THURSDAY, JANUARY 1, 2009
	D.C. EMANCIPATION DAY	THURSDAY, APRIL 16, 2009
	THANKSGIVING DAY	THURSDAY, NOVEMBER 26, 2009

The following days are to be considered holidays for those employees whose regularly scheduled day off falls on the above Thursday holidays:

DAYS OFF	HOLIDAY	NEW YEAR'S DAY	D.C. EMANCIPATION DAY	THANKSGIVING DAY
Sunday and Thursday	Wednesday	December 31, 2008	April 15, 2009	November 25, 2009
Monday and Thursday	Friday	January 2, 2009	April 17, 2009	November 27, 2009
Tuesday and Thursday	Friday	January 2, 2009	April 17, 2009	November 27, 2009
Wednesday and Thursday	Friday	January 2, 2009	April 17, 2009	November 27, 2009
Thursday and Friday	Wednesday	December 31, 2008	April 15, 2009	November 25, 2009
Thursday and Saturday	Wednesday	December 31, 2008	April 15, 2009	November 25, 2009

Thursday will be the holiday for employees who are regularly scheduled to work Monday through Friday.

<b>FRIDAY HOLIDAYS (2009)</b>	INDEPENDENCE DAY	FRIDAY, JULY 3, 2009
	CHRISTMAS DAY	FRIDAY, DECEMBER 25, 2009

The following days are to be considered holidays for those employees whose regularly scheduled day off falls on the above Friday holidays:

DAYS OFF	HOLIDAY	INDEPENDENCE DAY	CHRISTMAS DAY
Sunday and Friday	Thursday	July 2, 2009	December 24, 2009
Monday and Friday	Saturday	July 4, 2009	December 26, 2009
Tuesday and Friday	Saturday	July 4, 2009	December 26, 2009
Wednesday and Friday	Saturday	July 4, 2009	December 26, 2009
Thursday and Friday	Saturday	July 4, 2009	December 26, 2009
Friday and Saturday	Thursday	July 2, 2009	December 24, 2009